

**Borough of Rocky Hill
Borough Council
Minutes of the Regular Meeting
February 19, 2014**

The regular meeting of the Borough Council of the Borough of Rocky Hill was called to order by Mayor Edward Zimmerman at 7:33 PM followed by the salute to the flag.

NOTICE OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT

Mayor Zimmerman read the following statement into the record: This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meetings transmitted to the Courier News and Somerset Spectator on January 9, 2014. Notice remains continuously posted as to required notices under the Statute. A copy of this notice is available to the public and is on file in the Office of the Borough Clerk.

ROLL CALL

Mr. Tom Bremner-present, Mr. Jeff Donahue-present, Ms. Connie Hallman-present, Ms. Julia Hasser-absent, Mr. Phil Kartsonis-present, Mr. Mark Pausch-present.

Also present: Mayor Ed Zimmerman, Clerk Rebecca Newman, Deputy Clerk Christine Witt, CFO Joe Monzo, and Attorney Timothy Beck.

MAYOR'S COMMENTS

The Mayor attended the Legislative Committee meeting of the New Jersey Conference of Mayors. Matters discussed included shared services agreements, S-1, OPRA and OPMA, and energy tax receipts. The Mayor thanked Millstone Borough Mayor Hecht for his kind words in the New Jersey Conference of Mayors magazine about Mayor Zimmerman. The Rocky Hill budget workshop will be on March 3, 2014 at 6 PM.

Resolution 2014-27: Acknowledging Somerset County Bridges and Roads Department, Specifically Andrew Fyffe and Mike Lucash, for their Outstanding Services

Donahue moved to approve the resolution as presented, and Pausch seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

APPROVAL OF MINUTES

Regular Meeting Minutes – January 22, 2014. Hallman moved to approve the minutes and Kartsonis seconded the motion. Motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

PUBLIC COMMENT

The floor was opened to public comment. Hearing none, the floor was closed.

APPROVAL OF VOUCHERS

Bill List dated February 19, 2014 was presented for approval. Pausch moved to approve all vouchers except 7925. Motion seconded by Donahue. Motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

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Pausch moved to approve voucher 7925, motion seconded by Donahue. Motion carried on roll call vote.

For: Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: Bremner

DEPARTMENTAL REPORTS

Tax Collector—January 2014

Court Administrator—January 2014

Motion was made by Pausch to accept the reports as presented. Motion seconded by Bremner. Motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

COMMITTEE REPORTS

Administration & Records – J. Donahue. Looking into scanning and filing records.

Buildings & Grounds – T. Bremner. Reported that the old vacuum cleaner was mistakenly taken by the cleaning company, which will now get rid of it. The elevator maintenance room is being inspected for damage. The roof repair is on hold until the snow melts.

Finance & Insurance – M. Pausch. The bank signature cards have been signed. The CFO reported that the new insurance broker has been much better to work with than the old one.

Public Safety & Emergency Services – P. Kartsonis. In receipt of Constable Dorey's report, which recommends the purchase of emergency signs and equipment.

Kartsonis made a motion to spend \$575 on two signs, two sign stands and two vests from the OEM line of the budget. Hallman seconded the motion, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

A constable position is still open. Ready to go with Nixel for emergencies, but residents must sign up on their own. Discussed how to notify residents to sign up—may send post card or include letter with pet license letter. The County OEM meeting is February 20, 2014. Discussed sidewalks not cleared of snow.

Streets & Roads – C. Hallman. Snow removal from sidewalks remains an issue. Discussed brush and limb pick up for the spring.

Donahue moved to get bids on the cost of twice a year brush and limb pick up. Hallman seconded the motion, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

Water, Sewer & Environmental Protection – No report.

Council Representative to Planning Board – C. Hallman. The Planning Board did not meet in February.

Council Liaison to Recreation Committee – C. Hallman. No report.

Council Representative to Board of Health – M. Pausch. No report.

Zoning Official's Report – No report.

Grants Committee – T. Bremner. No report.

SPECIAL BUSINESS

Resolution 2014-28: - Authorizing a Budget Transfer in the Amount of \$9,597.00

Pausch moved to approve the resolution, and Donahue seconded the motion. Motion carried on roll call vote.

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For: Bremner, Donahue, Hallman, Kartsonis, Pausch
Against: None
Abstain: None

Resolution 2014-29: - Certifying that All Members Of the Governing Body of Rocky Hill Borough, Somerset County, Have Reviewed, as a Minimum, The Sections of the 2012 Annual Audit Entitled "General Comments and Recommendations"

Robert Morrison of Hodulik & Morrison reviewed the 2012 audit with the Council.

Pausch moved to approve the resolution, Donahue seconded the motion, and motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch
Against: None
Abstain: None

Annual Presentation from Fire Official

Fire Official Erik Mickelsen presented the 2013 Year End Report. Total income of the Fire Prevention Bureau for 2013 was \$6,125.50.

Presentation from Fire Department: Re Chief's Vehicle
Tabled

Shade Tree Discussion

Nancy Lucas and Mame Reynolds of the Rocky Hill Shade Tree Committee came before the Council. The Montgomery Shade Tree Commission wants Rocky Hill to pay 20% of the cost of trees planted in Van Horne Park since 2010, which totals \$2,500. Ms. Lucas looked through Borough records and could not find any official agreement to pay for the trees. The Shade Tree Committee will consider its budget and make a recommendation to the Council on how much, if anything, to pay the Montgomery Shade Tree Commission. Ms. Lucas and Ms. Reynolds plan to meet with Council Member Hasser to discuss the responsibilities of the Shade Tree Committee. The Committee will also make recommendations to homeowners about potentially dangerous trees.

Resolution 2014: Authorizing the Mayor and Clerk to Sign an Agreement with South Bound Brook Police for Police Services
Tabled

UNFINISHED BUSINESS

Update on EOP (Emergency Operation Procedure)

Council Members were asked to review annexes that apply to each department and return to the Clerk.

NEW BUSINESS

Discussion of Rolling Appraisals

Discussed moving to a rolling appraisal system in which 25% of homes are assessed every year, which means every home will be assessed every four years.

COMMUNICATIONS:

Communications as listed, were distributed, disseminated and filed accordingly.

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PUBLIC COMMENT

Cliff Moore, Skillman Ave. commented that there are many potholes on Princeton Ave. and Washington St. with a very deep and potentially dangerous one on Princeton Ave.

Executive Session

Resolution 2014-30 To Retire into Executive Session (9:20 PM)

A. Anticipated Contract Negotiations: Pending Easement on Grove Street

B. Contract Negotiations: South Bound Brook Police

Bremner moved to retire into executive session. Donahue seconded the motion. Motion carried on voice vote.

Executive Session ended and Regular Session resumed at 9:41 PM

ADJOURNMENT

Motion was made by Bremner with a second by Donahue to adjourn the meeting at 9:42 PM. Motion carried on roll call vote.

For: Bremner, Donahue, Hallman, Kartsonis, Pausch

Against: None

Abstain: None

Respectfully submitted:
Christine Witt
Deputy Borough

February 19, 2014

List of Bills - (0110101001) CASH CURRENT FUND

Check#	Vendor	Description	Payment	Check Total
7921	12 - ARC OF SOMERSET COUNTY	PO 4729 Borough Hall cleaning Jan 2014	200.00	200.00
7922	60 - COURIER NEWS	PO 4734 Postage due on book shipment	41.16	41.16
7923	539 - Couch Insurance	PO 4707 Workers Compensation Policy WC79917	11,724.00	
		PO 4708 Commercial Package Policy Insurance	6,796.00	
		PO 4709 Hook and Ladder Surety Policy B 600	259.00	
		PO 4713 Hook and Ladder Commercial Package	10,882.00	29,661.00
7924	71 - DIFRANCESCO BATEMAN PC	PO 4732 Legal Seivices: Tax Appeal John Brok	233.65	233.65
7925	82 - ROCKY HILL FIRST AID SQUAD	PO 4712 Rocky Hill First Aid Squad Reimburs	1,200.00	1,200.00
7926	545 - Fastsigns of Flemington	PO 4728 Name plate for Hallman and Kartsoni	44.00	44.00
7927	334 - GANN LAW BOOKS	PO 4710 2014 NJ Police Manual	63.00	63.00
7928	334 - GANN LAW BOOKS	PO 4733 Postage due on book shipment	8.00	8.00
7929	102 - HODULIK & MORRISON	PO 4110 2012 Audit	16,000.00	16,000.00
7930	494 - Lucas Marxen	PO 4695 Historic Preservation Grant: Lucas	1,687.50	1,687.50
7931	360 - MCNEIL & COMPANY INC	PO 4714 First Ad Rescue Squad Commercial Po	7,557.88	7,557.88
7932	163 - MONTGOMERY TOWNSHIP	PO 4711 Van Horne Park maintenance 1/1/13 t	9,976.22	9,976.22
7933	204 - PITNEY BOWES	PO 4731 Postage Meter Refill 10/10	208.99	208.99
7934	210 - PSE&G	PO 4717 Crescent Point Park electric	8.18	8.18
7935	210 - PSE&G	PO 4718 Crescent Point Park electric	10.78	10.78
7936	210 - PSE&G	PO 4720 Street Lights	717.52	717.52
7937	210 - PSE&G	PO 4721 Municipal Building electric	828.69	828.69
7938	319 - RARITAN VALLEY DISPOSAL INC	PO 4722 Garbage collection	3,808.49	3,808.49
7939	354 - RICOH USA, INC.	PO 4706 Copy maching rental Jan. 2014	124.50	124.50
7940	247 - SOMERSET COUNTY TREASURER	PO 4735 Board of Health fees Feb. 2014	1,013.58	1,013.58
7941	248 - SOMERSET CTY GOV. OFFS. ASSOC.	PO 4701 January Meeting: Zimmerman & Hallma	70.00	70.00
7942	251 - SOUTH BOUND BROOK BOROUGH	PO 4724 Police service, court split, court	4,734.37	4,734.37
7943	252 - SOUTH BRUNSWICK TOWNSHIP	PO 4696 Animal control service	473.25	473.25
7944	452 - SPRINT-NEXTEL CORP	PO 4727 Mayor and Clerk cell phones	166.11	166.11
7945	289 - VERIZON	PO 4697 EMS phone	77.76	77.76
7946	289 - VERIZON	PO 4699 Municipal building phone	242.25	242.25
7947	291 - VITAL SERVICES GROUP	PO 4726 Balance due on 2014 Assessment post	152.63	152.63
7948	387 - W. B. MASON CO.	PO 4725 Office supplies	310.86	310.86
TOTAL				79,620.37

Total to be paid from Fund 01 CURRENT FUND

77,932.87

Total to be paid from Fund 02 STATE AND FEDERAL GRANT FUND

1,687.50

79,620.37

List of Bills - (0810101001) CASH UTILITY OPERATING

Check#	Vendor	Description	Payment	Check Total
6862	415 - AQUA PRO TECH LABS	PO 4723 Water Dept. testing	54.50	54.50
6863	380 - HANS OLSEN	PO 4703 Water Dept. maintenance	65.00	65.00
6864	102 - HODULIK & MORRISON	PO 4110 2012 Audit	7,100.00	7,100.00
6865	321 - MIRACLE CHEMICAL CO	PO 4705 Water Dept. chemicals	44.70	44.70
6866	204 - PITNEY BOWES	PO 4730 postage machine rental	29.00	29.00
6867	210 - PSE&G	PO 4719 Water Dept. electric	1,538.15	1,538.15
6868	316 - STATE OF NEW JERSEY PWT	PO 4702 Water Tax Q4 2012	56.69	56.69
6869	311 - TIM LESKO	PO 4704 Water Dept. maintenance	120.00	120.00
6870	289 - VERIZON	PO 4698 Water Dept. phone	30.14	30.14
TOTAL				9,038.18

Total to be paid from Fund 08 UTILITY OPERATING

9,038.18

**Borough of Rocky Hill
County of Somerset
Resolution 2014 -27**

Whereas , the Borough of Rocky Hill, Somerset County, is a small municipality both in population and geographical size, and

Whereas, in an effort to run in a more cost effective manner the Borough did long ago enter into an interlocal services agreement with the County of Somerset to provide the services of a Bridges and Roads Department, and

Whereas, the Bridges and Roads Department of the County of Somerset does have the responsibility for plowing and salting the roads of the Borough during winter storms, and

Whereas, by all standards the County of Somerset employees do an outstanding job of making sure Rocky Hill streets and roads are plowed and salted, quickly and completely and are safe for traffic, and

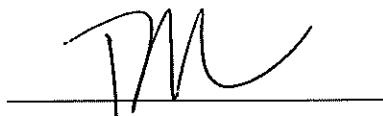
Whereas, Andrew Fyffe and Mike Lucash, are employees of the Somerset County Bridges Department currently assigned to the Borough of Rocky Hill and continue to do an outstanding job setting an example for other municipalities,

Whereas the professionalism, hard work and dedication of Andrew Fyffe and Mike Lucash has caused many residents of Rocky Hill to publicly express their gratitude,

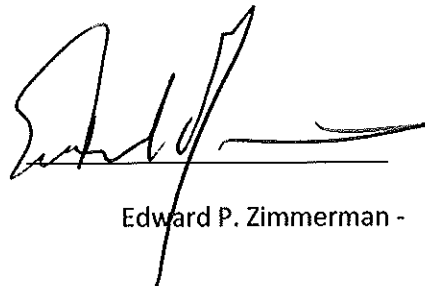
NOW THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Rocky Hill does officially commend Andrew Fyffe, Mike Lucash and all of the members of the Somerset County Bridges and Roads Departments for their efforts and expresses its sincere and heartfelt gratitude for their continued dedicated service to the Borough and County,

THEREFORE BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the minutes of the meeting of the Borough Council of the Borough of Rocky Hill this day as an expression of the Mayor and Borough Council's gratitude for the Somerset County Bridges and Roads Departments and their continued service.

Adopted: February 18, 2014

A handwritten signature in black ink, appearing to be 'RN', written over a horizontal line.

Rebecca Newman -- Borough Clerk
Mayor.

A handwritten signature in black ink, appearing to be 'Ed P. Zimmerman', written over a horizontal line.

Edward P. Zimmerman -

**RESOLUTION FOR THE TRANSFER OF FUNDS IN THE CURRENT
AND UTILITY FUNDS OF THE
Borough OF Rocky Hill FOR THE BUDGET YEAR 2013**

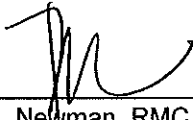
2014-28

BE IT RESOLVED on this 3rd day of February, 2014 by the Borough Council for the Borough of Rocky Hill, County of Somerset, that from the surplus balance in the 2013 budget appropriations transfers be made as follows:

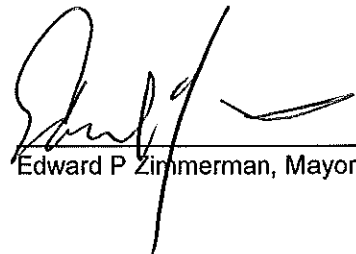
CURRENT FUND: Inside the CAP to Inside the CAP
Operating Expenses and Salaries & Wages

<u>Title</u>		<u>Transfer From</u>	<u>Transfer To</u>
Admin	OE	2,500.00	
Clerk	OE	3,000.00	
Streets	OE	4,097.00	
Prosecutor	OE		1,500.00
Health	OE		425.00
South Bound Brook	OE		40.00
Mayor and Council	OE		102.00
Engineering	OE		7,000.00
Planning Brd	OE		530.00
		9,597.00	9,597.00

ATTEST:



Rebecca P. Newman, RMC
Borough Clerk



Edward P. Zimmerman, Mayor

**Certifying that All Members Of
the Governing Body of Rocky Hill Borough,
Somerset County, Have Reviewed, as a Minimum,
The Sections of the 2012 Annual Audit Entitled
"General Comments and Recommendations"**

RESOLUTION 2014-29

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2012 has been filed by a Registered Municipal Accountant with the Borough Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

General Comments
Recommendations

and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the annual audit entitled:

General Comments
Recommendations

as evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and


WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:


R.S. 52-27BB-52 - "A local officer or member of a local governing body, who, after a date fixed for compliance, fails or refuses to obey an order of the Director of Local Government Services, under the provision of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED on this 5th day of March, 2012, that the Borough Council of the Borough of Rocky Hill hereby states that it has complied with the regulation of the Local Finance Board of the State of New Jersey dated July 30, 1968, and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

ATTEST:



Rebecca P. Newman
Borough Clerk



Edward F. Zimmerman
Mayor

CERTIFICATION

I, Rebecca P. Newman, Acting Borough Clerk of the Borough of Rocky Hill do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council on February 3, 2014.

Rebecca P. Newman
Borough Clerk

EXPLANATION: THIS RESOLUTION ALLOWS THE BOROUGH COUNCIL TO RETIRE INTO EXECUTIVE SESSION.

BOROUGH OF ROCKY HILL

RESOLUTION 2014- 30

WHEREAS, Section 8 of the Open Public Meetings Act (N.J.S.A. 10:4-12(b) (1-9) permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Borough Council is of the opinion that such circumstances exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Rocky Hill, County of Somerset, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action on the executive Session of February 19, 2014
2. The general nature of the subject matter to be discussed is as follows: -
 - A. **Anticipated Contract Negotiations: Pending Easement on Grove Street**
 - B. **Contract Negotiations: South Bound Brook Police**
3. Minutes of said discussion will be made available as soon as it is deemed in the public interest to do so.
4. The Borough Council may take official action on those items discussed in executive session upon completion of the executive session.

This Resolution takes effect immediately.



Rebecca P. Newman

Borough Clerk

CERTIFICATION

I, Rebecca P. Newman, Borough Clerk, of the Borough of Rocky Hill, County of Somerset, State of New Jersey, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Borough Council at a regular meeting of said Council held on February 19, 2014.

Rebecca P. Newman
Borough Clerk